



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

March 27, 2013

Mayor Donald Kasprzak
and
Members of the Common Council
41 City Hall Place
Plattsburgh, N.Y. 12901

**REF: Recommendation of Award for
"Vacuum Street Sweeper;"
Contract #2013-10**


Dear Mayor Kasprzak & Councilors:

We received and opened bids on Tuesday, March 26, 2013, for Contract# 2013-10, "Vacuum Street Sweeper." A bid tabulation is attached for reference.

I have reviewed the bids and find they conform to the specified requirements. Therefore, I recommend that a contract be awarded to, **"Cyncon Equipment Inc., 7494 West Henrietta Road, Rush, New York 14543** for the lump sum price of **\$198,700.00.**

Funding will be from Capital Project **H5110.37 "2012 Equipment Replacement"** Capital Project.

Very truly yours,



Kevin Farrington, P.E.
City Engineer

/dn

Attach.(1)

CC: City Clerk
City Chamberlain
Mike Brodi, Supt. Public Works Dept.

CITY OF PLATTSBURGH

BID TITLE: Vaccines Street Swingers 2013-10 BID OPENING DATE: 3-26-13 10:30A

NAME & ADDRESS OF BIDDERS	AMOUNT OF BID	NCBC	SECURITY
Cycrow Equip Inc. 7494 W Hennetta Rd Lusk ney	\$198,700-	✓	NP
Joe Johnson EPT 1373 Inventive Rd Ferris Mich	\$207,104-		
J. J. Johnson 1373 Inventive Rd Ferris Mich		3/26/13	



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

March 26, 2013

To: Mayor Donald M. Kasprzak & City Council

From: Bill Treacy, Manager

Subject: Change Order 4 -115kV Relay Testing - PMLD 2011-7-1

The Plattsburgh Municipal Lighting Department has reviewed Change Order #4, at a cost of \$16,607.39. This project involves the testing of substation equipment in our 3 transmission substations to comply with NERC requirements and standards.

Testing at St. Lawrence 1 had found that the interrupter assemblies had failed on circuit switcher T157 putting the switch and the transformer at risk to possible electrical faults. HMT was requested to assist with the replacement of the interrupter assemblies and to retest this equipment after installation for insulation power factor, contact resistance and timing analysis.

Provided assistance in troubleshooting Circuit Switcher T205 at St. Lawrence 2, when the trip coil was not being energized to open the switch under fault conditions..

Assisted in the installation of a new bushing on OCB T-10 and then they were required to test this bushing to ensure that it was operating to specification at Saint Lawrence 1.

Performed troubleshooting on OCB T-305 at St. Lawrence 3 to locate the fault that was causing the oil circuit breaker to open.

The revised amount is fair and justified for the additional work the contractor has completed for this project. Request the Mayor be authorized to sign the attached Change Order #3 for this project.

cc: Councilor Jackson, PMLD Liaison
Kelly Clookey, Finance Director
Bid 2011 - 7 -1 File (2)

Atch: Change Order 4



Change Request

Phone: 315-699-5563	Date: March 1, 2013	Change No.: 11475-CR-04
Fax: 315-699-5911		
Mailing: P. O. Box 1957 Cicero, NY 13039	To: Mr. Mike Barrett PLM Electric Power Engineering	Job Name: PMLD - Various Subs Troubleshoot and Test PO 50000179-00
Shipping: 6268 Route 31 Cicero, NY 13039		Job Location: Plattsburgh, NY

We are pleased to quote to provide technicians, equipment, materials and engineering supervision to perform the following additional work on this project.

1. Troubleshooting on T305 at Sub 3 on Jan 4- 5, 2012
2. Installation and testing of T157 at Sub 1 on Jan 9-10, 2012
3. Troubleshooting on T205 at Sub 2 on Feb 8, 2012
4. Bushing replacement and testing for T10 at Sub 1 May 15-18

This service is offered on a TIME and MATERIAL basis per established rates for the estimated price of:

Sixteen Thousand, Six Hundred Ten Dollars (\$16,610.00)

The above price is based on the following:

- Excludes taxes, permits, and utility charges.
- Replacement of wiring from panel to breaker is not included, but could be performed for additional cost.
- Based on material lead time and personnel availability, this service can be completed 5-7 weeks after receipt of order.

HMT, Inc.

By: 

John Pertgen - Technical Services Manager

1. This proposal shall expire if not accepted within 30 days of the date indicated above.
2. Payment is to be made monthly, billing for work in progress and material in storage.
3. Payment terms shall be Net 30 days. A finance charge will be added to all past due accounts. The finance charge is computed at a simple periodic rate of 1.5% per month, for an annual percentage rate of 18%.
4. The purchaser hereby agrees that in the event it is necessary for HMT, Inc., to refer this account to an attorney for collection because of the purchaser's failure to make prompt payment on this account, the purchaser shall be liable for the reasonable attorney's fees, costs, and disbursements incurred in the collection of the account.
5. All work shall be completed in a workmanlike manner according to industry standard practices. HMT assumes no responsibility for latent defects in the Owner's equipment. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written orders, and will become an extra charge above and beyond this quotation. All agreements are contingent upon strikes, accidents, or delays beyond our control. Purchaser agrees to carry casualty and liability insurance on all equipment serviced. HMT's workers are fully covered by Workmen's Compensation Insurance.
6. Neither HMT, Inc. nor purchaser shall be liable to the other for special, incidental, or consequential damages.
7. Customer agrees to accept price escalations and/or shipment delays, due to material price and availability, which are imposed by our suppliers.

Date of acceptance: _____ Signature: _____

From: Colin Read [<mailto:readcl@gmail.com>]
Sent: Sunday, March 31, 2013 2:32 PM
To: Margaret Hartmann; Mayor Don Kasprzak; mayor@cityofplattsburgh-ny.gov
Cc: Natalie Peck
Subject: Request for street space on City Hall Place - 2013

Dear Mayor Kasprzak and Councilor Jackson,

On behalf of The Champlain Wine Company, I once again ask for permission to set up three tables for our farm winery patrons in a space in front of our wine tasting room at 8 City Hall Place.

As before, we propose to use the single parking spot in front of our establishment. We have again asked Northern Insurance to provide you with the requisite insurance coverage.

In our area last year we maintained and painted barricades and put up planters and flowers. We will do that again to help beautify the street. We hope to once again use those barriers.

Thank you for your consideration. Exciting things are happening downtown, and we are happy to share in them.

As always, I stand ready to answer any questions or to help you and the City in any way I can.

Best regards,
Colin Read
The Champlain Wine Company
8 City Hall Place
Plattsburgh, NY, 12901
[518 561 3828](tel:5185613828)

The Pepper

13 City Hall Place, Plattsburgh, NY
12901

518-566-4688
Thepepper2011@yahoo.com


4/4/2013

Michelle P Kelley
The Pepper
13 City Hall Place

Dear, City of Plattsburgh

My name is Michelle Kelley and I am writing in regards to renewing our outdoor seating for the months beginning May 1st – Sept, 30th. We are asking for the two parking spots directly in front of The Pepper, Each Parking area is 7' D X 21'W We have spoken with the Concrete Supply and are prepared to purchase the barriers and they will be installed and removed by them. We are planning on 6-8 tables, the Barriers would be painted with nice, clean and bright colors for safety. We would have special personnel to watch the exterior for any issues or concerns. We are very excited to once again add to our great restaurant for these summer months and to allow our great & loyal customers to enjoy the sights and sounds of our great city.

Michelle Kelley


Owner
The Pepper

IRISES CAFÉ & WINE BAR

*20-22 City Hall Place Plattsburgh, NY 12901
phone 566-7000, email: carol@irisescafe.com
Carol McLean, Owner*

April 4, 2013

Donald Kasprzak, Mayor
City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901

Dear Mayor Kasprzak,
I'm contacting you regarding the renewal of the lease for the seasonal outdoor seating area in front of my businesses, Irises Café and Wine Bar and DeLish by Irises, located at 16-24 City Hall Place. My request to lease the parking spaces in front of Irises was approved by Common Council in 2007, 2008, 2009, 2010, 2011 & 2012 and I would once again like to use these spaces, along with the concrete barriers for the term of May 1st (or earlier, weather permitting) until October 1st of this year (2013). As I did in the previous years, I will pay for the labor to install and remove the barriers by the City Public Works Department, as well as the current annual fee for the outdoor seating permit.

Sincerely,

A handwritten signature in black ink that reads "Carol McLean". The signature is fluid and cursive, with the first name "Carol" and last name "McLean" clearly distinguishable.

Carol McLean



Plattsburgh, New York

Community Development Office
41 City Hall Place
Plattsburgh, New York 12901-2936
518-563-7642
Fax: 518-563-4208
hartmannm@cityofplattsburgh-ny.gov

April 3, 2013

Mayor Kasprzak and Common Council
41 City Hall Place
Plattsburgh NY 12901

Re: Project HOME 2009-23
Property Owner: Parrotte
36 Olivetti Place
Plattsburgh NY 12901

Dear Mayor and Councilors:

We have reviewed the bids received on April 2, 2013 for rehabilitation work for the above-mentioned project located in the City of Plattsburgh. This project addresses roofing, window replacement, and installation of an energy-efficient hot water tank.

Two (2) contractors submitted bids on the above project. We recommend that Handy Dan D Home Improvement, be awarded the contract for \$16,300.00. This project will be funded by the 2009 HOME program and recaptured funds from previous grants.

Thank you for your consideration concerning this rehabilitation project.

Respectfully submitted,

Kenneth M. Primard
Rehabilitation Specialist

mh

cc: Files

335-8912

agenda

4/11/13

WAVE 2+4

CITY OF PLATTSBURGH

Community Development Office
Housing Rehabilitation Program

COST ESTIMATE AND PROPOSAL SUMMARY

Application No. #23-HOME-2009 Property Owner: Kevin Parrotte
 Property Address: 36 Alvinetti Pl. Plattsburgh, NY, 12901
 (Street) (City)

	Invitations Provided To	Date
1.	_____	_____
2.	_____	_____
3.	_____	_____
5.	_____	_____
6.	_____	_____

	Contractor Bid Received	Bid Cost	Rehab Specialist Recommendation	
			Accept	Reject
1.	<u>Scott White Const.</u>	<u>\$19,110</u>	_____	<u>✓</u>
2.	<u>HANDY DAND HOME</u>	<u>\$16,300</u>	<u>✓</u>	_____
3.	_____	<u>\$</u>	_____	_____
4.	_____	<u>\$</u>	_____	_____
5.	_____	<u>\$</u>	_____	_____
6.	_____	<u>\$</u>	_____	_____

Comments This project will be funded by the
2009 HOME grant and recaptured funds from
previous grants. Contractors estimates are attached.

Kevin Parrotte
 Owner

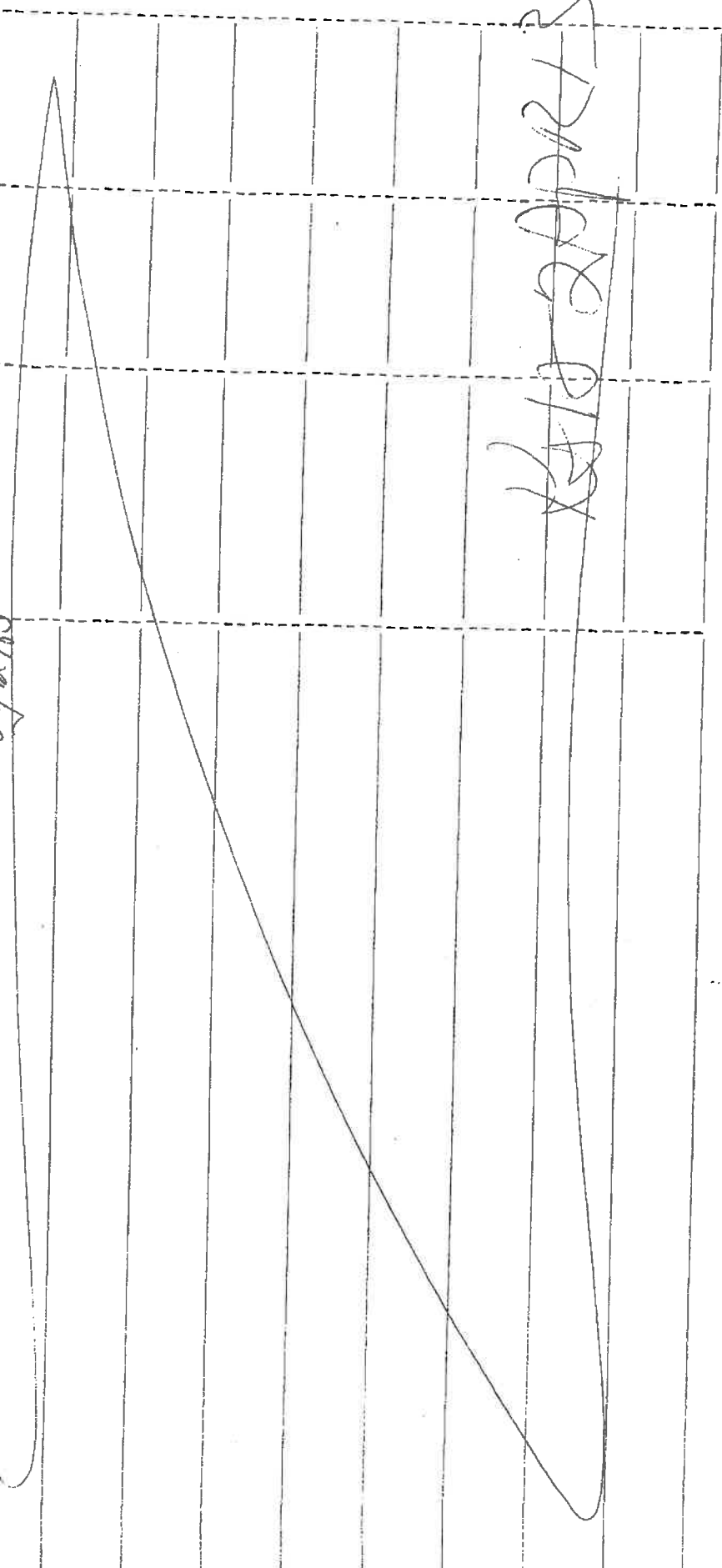
Kevin Parrotte 4/3/13
 Date Rehabilitation Specialist Date

Note: Contract award made at time of final City Council action on this rehabilitation case.

CITY OF PLATTSBURGH

BID TITLE: Home 2009-23 36 Olivetti Pl.

BID OPENING DATE: 4/2/13

NAME & ADDRESS OF BIDDERS	AMOUNT OF BID	NCBC	SECURITY
Handy Dan D Home Improvement 342 Rensselaer Rd Manisville NY 12942	16,300 ±	✓	CHK
Scott Mith Construction 301 Pleasantville Rd. Chugwater Falls NY 12945	19,110 -	✓	CHK
			
2418 207213			



Plattsburgh, New York

David M. Powell
Chief Plant Operator

Water Pollution Control Plant
53 Green Street
Plattsburgh, New York 12901
518-563-7172
Fax: 518-566-8540

March 21, 2013

Honorable Mayor Donald Kasprzak
and Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

**RE: TOTAL CONTROL SYSTEM SERVICES INC.
CONTRACT #2011-12
INSTRUMENTATION -WATER POLLUTION CONTROL PLANT**

Dear Mayor and Councilors:

The above referenced contract expires on June 27, 2013. The contract includes an option for extending the period of service for one more additional year and then it will go back out to bid. Total Control System Services has requested that the option be exercised. It is respectfully requested that authorization be given to extend the period of service to June 27, 2014. A new bid specification will be put out to bid in 2014 for the period starting on 6/28/14.

For 2013, \$50,000.00 was budgeted. Attached is a copy of the letter requesting the present contract to be extended for the final one-year period. It is also requested that the Mayor be authorized to execute the necessary contract agreement for this work to commence.

Thank you.

Very truly yours,

David M. Powell
Chief Plant Operator

DMP:bl

cc: Jon Ruff
Files (2)

tc total control system services, inc.

Instrumentation Sales & Service since 1985 Toll free 1-800-541-2522

Phone: 585-655-2755 Fax: 585-655-0620 e-mail: tcss6441@aol.com

Thursday, March 21, 2013

Dave Powell
Plattsburgh WPCP
53 Green St.
Plattsburgh, NY 12901

**Re: Contract # 2011-12
Instrumentation – Preventive Maintenance Services for the WPCP**

Dear Dave:

Total Control System Services, Inc. would like to extend Contract # 2011-12 for one additional year. We agree that all terms of the present contract will remain the same. When complete, please forward the new maintenance contract for my signature. We look forward to working with you again in the coming year.

Sincerely,


Frederick J. Pawlak
President

FJP/caj



Plattsburgh, New York

David M. Powell
Chief Plant Operator

Water Pollution Control Plant
53 Green Street
Plattsburgh, New York 12901
518-563-7172
Fax: 518-566-8540

March 18, 2013

Mayor Donald Kasprzak and
Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

RE: CONTRACT #2012-07 -HAULING OF SLUDGE FOR WPCP

Dear Mayor and Councilors:

The current contractor, Drummac Septic, has expressed an interest in extending the current contract for an additional year. As part of the contract documents in Item XIV, the contract may be extended for an additional year by mutual consent of the Contractor and the City. For 2012 the City expended about \$139,338 for hauling 5991 wet tons. For 2013, the estimated budget costs are \$156,090 (using 6,600 wet tons),

It is therefore respectfully requested that the contract be extended for the additional one-year period. See the attached letter from Drummac requesting an additional year of hauling services. It is also requested that the Mayor be authorized to execute the necessary contract agreement for this work to commence.

Very truly yours,

David M. Powell
Chief Plant Operator

DMP:bl

cc: Jon Ruff
Files (2)

Drummac Septic Service

P.O. Box 314
Highgate Center, VT 05459
802-868-3247

March 4, 2013

David Powell
52 Green Street
Plattsburgh NY 12901

RE: Sludge Hauling for WPCP-Contract #2012-07

Dear David:

Drummac Septic Service is interested in extending the sludge hauling for the Water Pollution Control Plant for one year.

Please let me know if you have any further questions.

Thank you,

Douglas Medor
Owner



Plattsburgh, New York

David M. Powell
Chief Plant Operator

Water Pollution Control Plant
53 Green Street
Plattsburgh, New York 12901
518-563-7172
Fax: 518-566-8540

March 19, 2013

Honorable Mayor Donald Kasprzak
and Members of the Common Council
41 City Hall Place
Plattsburgh, NY 12901

**RE: TRIANGLE ELECTRICAL SYSTEMS, INC.
CONTRACT #2012-12
ELECTRICAL SERVICES FOR WATER POLLUTION CONTROL PLANT/CITY**

Dear Mayor and Councilors:

The above referenced contract expires on June 27, 2013. The contract includes an option for extending the period of service for an additional year. Triangle Electrical Systems Inc. has requested that the option be exercised. It is respectfully requested that authorization be given to extend the period of service to June 27, 2014.

For 2012, \$124,925 was spent, and for 2013, \$122,000 has been budgeted. Attached is a copy of the letter from Triangle Electrical Systems Inc., requesting the present contract be extended for an additional one year period. It is also requested that the Mayor be authorized to execute the necessary contract agreement for this work to commence.

Thank you.

Very truly yours,

David M. Powell
Chief Plant Operator

DMP:bl

cc: Jon Ruff
Files (2)

TRIANGLE

ELECTRICAL SYSTEMS, INC.

WWW.TRIANGLESYSTEMS.COM
126 IDAHO AVENUE
PLATTSBURGH, NY 12903
PHONE (518) 562-5425

March 12, 2013

Mr. Dave Powell
Waste Water Treatment Plant
53 Green Street
Plattsburgh, NY 12901

Re: Renewal of Contract #2012-12
Electrical Services for WPCP

Dear Dave:

I am writing today to notify you of Triangle Electrical Systems, Inc. intent to extend the above referenced contract for another year. The current contract expires on June 27th 2013.

We would like to renew the contract at the below rates:

Straight Time (WPCP)	=	\$71.00/hour
Overtime	=	\$95.00/hour
Sunday's & Holidays	=	\$119.50/hour
Straight Time (other City Depts)	=	\$74.00/hour

The above rates if acceptable will be effective on June 29th, 2013.

Thank you for the opportunity to assist you over the past year and we look forward to continuing our relationship. If you have any questions please give me a call.

Sincerely,


Linda Brienza



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

6 Miller Street
Plattsburgh, New York 12901
Ph # 518-563-2200
Fax: 518-563-6690

TO: Mayor Donald M. Kasprzak

FROM: William J. Treacy, P.E., Manager 

RE: Unpaid Final Bill Account Write-off

DATE: April 8, 2013

The Management of the Plattsburgh Municipal Lighting Department respectfully requests permission to proceed with the write-off of unpaid final bills. The period covered by this write-off will be from *January 1, 2012 to January 31, 2012*. ~~The approximate amount of the write-off will be \$4,907.76.~~ The percentage of write-offs for this period is .24%.

Sales for this time period were \$1,991,953.86.

Payments on final accounts for this time period were \$4,362.64.

This write-off of unpaid bills represents 27 customers ranging as follows (all customers have no forwarding addresses and/or letters returned):

- 0 to \$50.00 – 5 customers
- \$50.01 to \$100.00 – 4 customers
- \$100.01 to \$150.00 – 3 customers
- \$150.01 to \$200.00 – 3 customers
- \$200.01 to \$250.00 – 6 customers
- \$250.01 to \$350.00 – 4 customers
- \$523.00 – 1 customer
- \$527.74 – 1 customer

I thank you for your attention to this matter.

Cc: Richard Marks, City Chamberlain
Eileen Sickles, Account Systems Supervisor
Final Bill Account Write-off



Plattsburgh, New York

Jonathan P. Ruff, P.E.
Environmental Manager

41 City Hall Place
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
ruffj@cityofplattsburgh-ny.gov

April 8, 2013

To: Mayor Kasprzak and Members
Of the Common Council

Fr: Jonathan Ruff

Re: Mead Dam

Components of the analysis that need to be performed for the future of the water system include:

- Performing Value Engineering on the existing Mead design to determine ways to reduce the replacement cost.
- Evaluating alternatives to replacement.
- Estimating costs for decommissioning the dams in the event that alternative sources of water are pursued.

Attached is a proposal from CHA for performing the work for an amount not to exceed \$9,900.

It is respectfully requested that the Council agree to and authorize the work. The source funds will be the Mead Capital Project.

Please contact me if you have any questions.

c: Richard Marks



April 8, 2013

Mr. Jonathan Ruff, P.E.
Environmental Manager
City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901

**RE: Value Engineering and Alternative Design Analysis for the Mead Reservoir Dam
West Plattsburgh, New York
CHA Proposal No.: X37458-P1**

Dear Jon:

We are pleased to provide you with our proposal for performing value engineering of the construction documents and expanding the alternatives design analysis for the Mead Reservoir Dam rehabilitation project.

Our Scope of Services, Project Schedule and Schedule of Fees are presented in Exhibits A, B and C, respectively. We trust that this information is consistent with your project goals and objectives. Enclosed are two copies of our Extra Work Authorization. If this proposal is acceptable to you, please sign the two originals, retain one for your file, and return one to this office.

If you have any questions regarding this proposal, do not hesitate to contact me at (518) 453-2851. We look forward to working with you towards the successful completion of this project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Warren A. Harris, IV'.

Warren A. Harris, IV, P.E.
Vice President – Dam Safety

WAH/kea
Attachments

V:\CHA200_Proposals\ENV\Proposal_13\DAM SAFETY\X37458 - City of Plattsburgh Alternatives Analysis Proposal\Mead Alternatives Analysis Proposal2a.doc

EXHIBIT A SCOPE OF SERVICES

PROJECT BACKGROUND

In January 2013, CHA prepared construction level drawings for the Mead Reservoir Dam presenting modifications and repairs needed to bring the dam into compliance with current New York State Dam Safety Regulations. The project was recently put out to bid and the contractors' cost to construct the modification and repairs as shown in the construction drawings was greater than what the City of Plattsburgh (City) currently has budgeted for the project. The City has requested that CHA perform a value engineering evaluation of the current construction documents and prepare an alternative design analysis report to assist the City in their decision as to how to move ahead. We will also provide information on the possible decommissioning of the dam(s) (i.e., Mead Reservoir Dam, and West Brook Nos. 1 and 2 Dams).

SCOPE OF WORK

CHA will complete the scope of work outlined in the following tasks as part of the proposed alternatives analysis:

Task 1 – Value Engineering

CHA will perform a value engineering evaluation with the apparent low bidder (Luck Brothers) and our internal design team as two ways to possibly trim the total cost of the project, while maintaining the same primary infrastructure upgrades of a new spillway that provides adequate spillway capacity. The evaluation will look at eliminating non-essential improvements from the scope and different construction approaches. These will include but not be limited to:

- Remove Scope - Removing the Water Main Replacement Portion of the project.
- Remove Scope - Remove the rust inhibitor from the concrete mixture.
- Change Approach – Approach the construction of the trapezoidal labyrinth weir, spillway chute and stilling basin in an open cut fashion rather than braced excavation.

CHA will present the value engineering evaluation in the form of a matrix presenting relevant information for each item identified as well as a brief narrative describing each the pros and cons and estimated construction cost difference.

Task 2 – Spillway Design Alternatives

The January 2013 construction drawings show the replacement of the existing concrete structure with a new trapezoidal labyrinth weir and spillway chute designed to safely pass the spillway design flood (SDF), which is 50% of the probable maximum flood based on the dam's classification as a High Hazard, Class 'C' structure without overtopping the dam. As part of the engineering assessment performed for the Mead Reservoir Dam this design was proposed as the best alternative. During the



performance of the engineering assessment certain alternatives were vetted based on regulatory compliance, economics, longevity and the impacts on the resource of the water supply. Based on the current project status these alternatives will be reconsidered and any new options evaluated. CHA proposes to consider the following alternatives:

- Repairing the Existing Spillway and constructing an auxiliary spillway on the left or right abutments.
- Repairing the Existing Spillway and constructing a parapet wall along the dam crest to effectively raise the dam crest elevation.
- Lowering the spillway crest elevation to increase storm storage capacity, and reduce the width of a new spillway.

Each of the design alternatives will be evaluated based on their ability to safely pass the SDF and meet the drawdown requirements in the NYSDEC Guidelines, constructability, expected maintenance requirements, longevity and impact on the water supply and costs.

CHA will present the alternatives analysis in the form of a matrix presenting relevant information for each alternative as well as a brief narrative describing each alternative including pros and cons, and estimated construction cost.

Task 3 – Dam Removal

CHA will evaluate the cost of removing the Mead Reservoir Dam and the West Brook Nos 1 and 2 Reservoir Dams. This will enable the City to add the cost of decommissioning the dams into the option of changing from a reservoir based water system to a Lake fed system.

Decommissioning a dam is more complex than simply removing enough of the dam to let water pass without impounding a water body. Included in a decommissioning design and permitting, are the following tasks:

- Sediment control either by removal or insitu stabilization.
- Stream restoration through the reservoir footprint to as pre-dam a natural condition as possible.
- Wetland mitigation for wetland impacts.
- Wildlife mitigation for habitat impacts.
- Long term monitoring of any mitigation and the restoration and stabilization to ensure that natural stabilization has occurred and is environmentally sustainable.

Based on historic drawings, and the relative sizes of the dams compared to the valleys they span, we anticipate that removal will result in removal of the majority if not all earthen embankment fill. Therefore, we will prepare our cost estimates based on all fill being removed.

A preliminary assessment of the downstream impacts associated with the dam removal alternative will be made so the City can consider any changes in flood control that may be made by the removal of the dams.

We will incorporate the results of the removal option evaluation into a similar matrix as described in Task 1 and 2.



We have assumed that we will have one meeting with the City to review the alternatives we are evaluating and get the City's input on the weight to some of the pros and cons of the alternatives.

**EXHIBIT B
PROJECT SCHEDULE**

CHA is ready to begin this task upon receiving notice to proceed. We will provide the results of our evaluation no later than the end of June 2013 provided we have notice to proceed by the end of April 2013. This will allow the City to make a decision, and possibly bid one or more of the dam projects (Mead and/or the West Brook Nos. 1 and 2 dams) for the 2014 construction season.

**EXHIBIT C
SCHEDULE OF FEES**

We propose to be compensated for the services outlined in Exhibit A and according to the schedule in Exhibit B on a not to exceed basis for each task as follows:

Task	Description	Task Fee
1	Value Engineering	\$1,400
2	Spillway Design Alternatives	\$5,500
3	Dam Removal	\$3,000
		\$9,900

Date: April 8, 2013PROJECT No. 22508Extra Work No. 2**EXTRA WORK AUTHORIZATION**In accordance with the written Contract dated **February 9, 2011** between the parties designated below for:**THE PROJECT:** Mead Reservoir Dam Value Engineering/Alternative Analysis**THE CLIENT:** City of Plattsburgh

hereby authorizes the Engineer to proceed with additional services as follows:

SCOPE OF SERVICES:

See attached letter dated 4/8/13

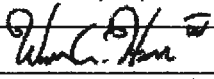
SCHEDULE:

See attached letter dated 4/8/13

FEE

See attached letter dated 4/8/13

Upon return of a fully-executed authorization, this Supplement shall become a part of the Agreement identified above.

APPROVED BY: ENGINEER	APPROVED BY: CLIENT
NAME: Warren A. Harris, IV, PE	NAME:
SIGNATURE: 	SIGNATURE:
TITLE: Vice President	TITLE:
DATE: 04-08-13	DATE:



Olive Ridley's
37 Court Street, Plattsburgh, New York 12901
518-324-2200

Common Council
City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901

To whom it may concern,

Please accept this letter as a request to allow Olive Ridley's to use the two parking spaces in front of our building for outdoor seating. We would like to use them in exactly the same manner that we have for the past two years. Time of the use would be between May 11 and October 1. Thank you for your consideration.

Sincerely,

Ryan Mollen
General Manager
Olive Ridley's
607-245-6169

2/1/13

Introduced by _____ on April 11 , 2013

Moved By Councilor _____; seconded by Councilor _____;

LOCAL LAW NO. 1 OF 2013

AMENDING IN ITS ENTIRETY CITY CODE SECTION 257-15 C AND SETTING WATER SERVICE RATES AND ENACTING REGULATIONS FOR LEVY AND COLLECTION OF WATER CHARGES."

BE IT ENACTED by the Common Council of the City of Plattsburgh, New York as follows:

1. This local law amends and restates in its entirety City Code §257-15 C, entitled "Schedule of Rates; Regulations (Water Services)" .
2. If any clause, sentence, paragraph, subdivision or part of this section shall be adjudged by any court of competent jurisdiction to be invalid, such judgment, decree or order shall not affect, impair or invalidate the remainder thereof but shall be confined in its operation to the clause, sentence, paragraph, subdivision or part thereof directly involved in the controversy in which such judgment, decree or order shall have been rendered.
3. This law shall not affect the validity or enforceability of any water charge, interest, penalty or lien that accrued or attached before the effective date of this law.
4. The rates for water services and the regulations for levying and collecting water charges are as follows:

Service Classification No.: 1

APPLICABLE TO THE USE OF SERVICE FOR:

All customers taking service within the corporate limits of the City of Plattsburgh, for bills rendered on and after May 1, 2013

CHARACTER OF SERVICE:

Continuous

USAGE RATE:

Per Month.

		PER THOUSAND GALLONS	
		<u>GROSS</u>	<u>NET</u>
First	2,000 Gallons	5.71	5.18
Next	14,000 Gallons	4.51	4.11
Next	17,000 Gallons	4.03	3.66
Next	133,000 Gallons	3.82	3.46
Next	167,000 Gallons	3.70	3.36

MINIMUM CHARGE:

Monthly

		ALLOWANCE	MINIMUM CHARGE	
<u>METER SIZE</u>	<u>GALLONS</u>		<u>GROSS</u>	<u>NET</u>
5/8 "	2,000	11.44	10.40	
3/4 "	4,000	20.49	18.62	
1 "	7,000	34.10	31.01	
1-1/4 "	10,000	47.63	43.31	
1-1/2 "	13,000	61.22	55.54	
2"	21,000	94.78	86.18	
3 "	40,000	169.59	154.17	
4 "	66,000	269.24	244.76	
6 "	130,000	514.62	467.82	
8 "	210,000	815.94	741.77	
10 "	300,000	1149.99	1045.44	

INFRASTRUCTURE INVESTMENT CHARGES (IIC): Annual charges, to be billed monthly, based on meter size.

NEW STORAGE TANKS IIC 2009

		Annual Charge	
<u>Meter/Service</u>			
<u>Line Size</u>		<u>\$/Yr/Service</u>	<u>\$/Month</u>
5/8"		15	1.25
3/4"		30	2.50
1"		45	3.75
1.5"		65	5.42
2"		185	15.42
3"		1,000	83.33
4"		1,650	137.50
6"		2,700	225.00
8"		4,800	400.00

MEAD DAM IIC 2012

	Annual Charge	
<u>Meter/Service</u>		
<u>Line Size</u>	<u>\$/Yr/Service</u>	<u>\$/Month</u>
5/8"	11.40	0.95
3/4"	22.80	1.90
1"	34.20	2.85
1.5"	49.40	4.12
2"	140.60	11.72
3"	760.00	63.33
4"	1,254.00	104.50
6"	2,052.00	171.00
8"	3,648.00	304.00

Westbrook Dams IIC 2013

		Annual Charge	
<u>Meter/Service</u>			
<u>Line Size</u>	<u>\$/Yr/Service</u>	<u>\$/Month</u>	
5/8"	8.40	0.70	
3/4"	16.80	1.40	
1"	25.20	2.10	
1.5"	36.40	3.03	
2"	103.60	8.63	
3"	560.00	46.67	
4"	924.00	77.00	
6"	1,512.00	126.00	
8"	2,688.00	224.00	

TERMS OF PAYMENT

Except as set forth in the following subsection entitled "Special Provision" meters shall be read and bills shall be rendered monthly, in arrears. The water consumed times the water rate shall be the net amount of the water charges and shall be due and payable when the bill is rendered. The gross amount of the water bill shall be the net amount plus 10% of the net amount. The gross amount shall be due and payable if the net amount is not paid within 20 days of the date of the billing. If the gross amount of a water bill is not paid, the gross amount shall accrue interest at the rate of 1.5 per cent per month until date of payment.

TERM:

From the date of commencement of service, pursuant to application, until 10 days written notice is given prior to the date set for discontinuance or upon discontinuance by the water department in accordance with the provisions of this Schedule of Water Service.

SPECIAL PROVISION:

Meters may be read and/or bills rendered monthly at the option of the Water Department. The terms of payment, for monthly billings are net-twenty days after date of bill. Gross amount plus interest shall be due thereafter.

All those customers who do not have water meters installed in the water service line serving their premises on the effective date of this service classification shall be billed at the rate of \$18.62/month until such time that a water meter has been set in the water service line to their premises. Thereafter, the rates for water service above set forth shall apply.

Elderly persons that qualify for the Real Property Tax Exemption shall also be exempt from the Minimum Charge for water service and be charged for only the actual gallons of water consumed.

Service Classification No. 3

APPLICABLE TO USE OF SERVICE FOR:

Private fire protection service within the corporate limits of the City of Plattsburgh.

CHARACTER OF SERVICE:

Continuous.

RATE:

(a) Private Fire Lines

<u>SIZE OF SERVICE</u>	<u>ANNUAL CHARGE</u>	<u>QUARTERLY</u>	<u>MONTHLY</u>
2 inch	164.69	41.18	13.73
3 inch	357.27	89.31	29.78
4 inch	424.09	106.02	35.34
6 inch	764.67	191.18	63.73
8 inch	1559.12	399.80	133.26
10inch	2293.59	573.41	191.15

(b) Private Fire Hydrant

Annually per hydrant: 741.52 185.39 61.80

(c) Infrastructure Investment Charge: \$696/hydrant/year

(\$174.00/Quarter, \$58.00/month)

MINIMUM CHARGE:

None

TERMS OF PAYMENT:

Net cash on presentation of bill. Bills may be rendered quarterly or monthly.

TERMS:

From the date of commencement of service, pursuant to application, until thirty days written notice is given prior to the date set for discontinuance by the Water Department in accordance with provisions of this Schedule Water Service.

SPECIAL PROVISION:

The foregoing rates for private fire protection service are based on unmetered service. Water for Fire Extinguishment purposes and limited testing requirements is provided at no extra charge. However, if, in the opinion of the Water Department, the installation of a fire line meter is required, the customer shall make said installation at his own expense. The entire meter installation shall be constructed and installed according to the specifications of the Water Department. There shall be no branch connections to said fire service line other than those for fire protection service.

5. This law shall take effect immediately upon filing with the New York Secretary of State.

The foregoing Local Law certified to the Mayor this _____, 2013.

CITY CLERK

On Roll Call,

The foregoing Local Law certified is hereby approved after Public Hearing held _____,
2013 - .

MAYOR



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

April 8, 2013

Mayor Donald Kasprzak
and
Members of the Common Council
41 City Hall Place
Plattsburgh, N.Y. 12901

**REF: Recommendation of Award for
"Boynton Avenue Improvements,
North Catherine Street - Lozier Place;"
Contract #2013-04**


Dear Mayor Kasprzak & Councilors:

We received and opened bids on Tuesday, April 2, 2013, for Contract# 2013-04, "Boynton Avenue Improvements, North Catherine Street - Lozier Place." A bid tabulation is attached for reference.

The apparent low bidder is Luck Brothers Inc., however, they have submitted a formal request to withdraw their bid based on an omission. An analysis of the Luck Bros. Inc. request to withdraw their bid is attached. Based on the documentation provided, I recommend that the request to withdraw the bid be accepted and that the contract be awarded to, **"Steven E. Fuller Excavating, Inc. 3 Chesterfield Street, Keeseville, NY 12944, for a total cost of \$261,000.00.**

Sufficient funding is available in H5110.40 "2013 Street Resurfacing and H8320.67 "2010 Water System Upgrade" capital projects.

Very truly yours,



Kevin R. Farrington, P.E.
City Engineer

/dn
Attach.(1)

CC: City Clerk, City Chamberlain
Dave Lessor, Draftsperson II, Dave Brown, Engineering Aid
Mike Brodi, Supt. Public Works

CITY OF PLATTSBURGH

10:30 A

BID TITLE: Registon Avenue Improvements - Cont # 20B-04BID OPENING DATE: April 2, 2013

NAME & ADDRESS OF BIDDERS

NAME & ADDRESS OF BIDDERS	AMOUNT OF BID	NCBC	SECURITY
John Shuler 1 day chue P.O. Box 715 Millersburg, NY	388,995	✓	Bond
Manor Construction 802 Grand Rd. Plattsburgh, N.Y.	379,300	✓	Bond
Fuller Excavating P.O. Box 386, Keeseville, N.Y.	261,000	✓	Bond
Apparition Snow & Cont 24 Floyden Cr. Plattsburgh, NY	329,000	✓	Bond
Pickham Rd. Corp. 1557 State rd 9 Suite 13 Lake George, NY 12845	289,444	✓	Bond
Luck Bros chue 73 road rd. Plattsburgh, N.Y.	201,840	✓	Bond

~~2/10/13~~
~~2/12/13~~



Plattsburgh, New York

Kevin R. Farrington, P.E.
City Engineer

Engineering & Planning Dept.
41 City Hall Place
Plattsburgh, New York 12901
518-563-7730
Fax: 518-563-3645

April 8, 2013

Analysis of Request from Low Bidder to Withdraw Bid Contract 2013-04 Boynton Avenue Improvements

Bids were opened for the above-reference project on April 2, 2013. A total of six bids were received. The apparent low bidder was Luck Bros, Inc. with a bid of \$201,840 (a complete list of bids is attached). Later that afternoon Mr. Luck sent an email to the Engineering & Planning Department indicating his intent to withdraw his bid citing "an honest but substantial mistake".

An analysis of the bidders request to withdraw his bid as it relates to the legal requirements for withdrawal of a bid set forth General Municipal Law §103 is as follows:

General Municipal Law § 103.11. Bid mistake; public projects. (a) In all contracts governed by this section, where a unilateral error or mistake is discovered in a bid, such bid may be withdrawn after a showing of the following:

(1) the mistake is known or made known to the awarding officer, board or agency prior to the awarding of the contract or within three days after the opening of the bid, whichever period is shorter; and

The mistake was made known to this office on April 2, 2013, the same day as the bid opening (See email from Ted Luck dated 4/2/13 at 4:31 P.M.).

(2) the price bid was based on an error of such magnitude that enforcement would be unconscionable; and

Based on documents provided by Luck Bros, Inc. it appears that the bid was based on an error of approximately \$48,000, which is significant enough that enforcement would be unconscionable.

(3) the bid was submitted in good faith and the bidder submits credible evidence that the mistake was a clerical error as opposed to a judgment error; and

Mr. Luck has provided written statement indicating that the bid was submitted in good faith and has provided evidence that the mistake was based on an omission of the cost of certain materials.

(4) the error in the bid is actually due to an unintentional and substantial arithmetic error or an unintentional omission of a substantial quantity of work, labor, material, goods or services made directly in the compilation of the bid, which unintentional arithmetic error or unintentional omission can be clearly shown by objective evidence drawn from inspection of the original work paper, documents, or materials used in the preparation of the bid sought to be withdrawn; and

The documentation provided indicates that the error was due to an unintentional omission of a substantial quantity of the following materials:

- “ITEM 4 SUBBASE”. This omission results in a price difference of \$47,270. (see page 4 of 21). Based on review of the supporting documentation, this appears to be an omission based on the following information within the document provided:

- 1.) The description of this item 1.4 is described in the documentation as “ITEM 4 SUBBASE – PLACE ONLY” indicating the estimated price is for placement only and does not include purchase of the material. You will note that the material column does include \$4,800, however, that would be the presumptive price to haul the material, but not purchase. \$4,800 for 1630 CY equates to about \$3/CY, which is the approximate cost to haul material.

- 2.) The unit price for ITEM 4 SUBBASE listed in the documentation is \$12.92/CY. The typical cost to furnish and install subbase stone is approximately \$29/CY. The Luck Bros unit bid price for the Saranac River Trail project in 2011 was \$29.16/CY. The current cost for the material purchase only from Graymont Materials right now is \$9/CY (not including trucking, which is about \$4/CY).

- “PLACE CURB – NO CONCRETE”. This omission results in a price difference of \$900. (see page 8 of 21). Based on review of the supporting documentation, this appears to be an omission based on the following information within the document provided:

- 1.) The description of this item 1.6.2 is described in the documentation as “PLACE CURB – NO CONCRETE” indicating the estimated price is for placement only and does not include purchase of the material.

- 2.) The unit price for "PLACE CURB – NO CONCRETE" listed in the documentation is \$10/LF. The typical cost to furnish and install concrete curb is approximately \$25/LF for small quantities (i.e. under 100-LF). The Luck Bros unit bid price for the Saranac River Trail project in 2011 was \$19.66/LF, however, that was for a much larger quantity of 6,170 LF.

(5) it is possible to place the public agency, board, officer, or subdivision in status quo ante.

Yes, the contract can be awarded to the next lowest responsible bidder (Fuller Excavating) without harm to the City.

(b) Unless otherwise required by law, the sole remedy for a bid mistake in accordance with this section shall be withdrawal of that bid and the return of the bid bond or other security, if any, to the bidder. Thereafter, the awarding officer, board or agency may, in its discretion, award the contract to the next lowest responsible bidder or rebid the contract. Any amendment to or reformation of a bid or a contract to rectify such an error or mistake therein is strictly prohibited.

CONCLUSION

The documentation provided by Luck Bros, Inc. appears to support their request for withdrawal of their bid and the return of the bid bond. Therefore, I recommend that withdrawal of the bid without forfeiture of the bid bond be permitted and that the contract be awarded to the next lowest responsible bidder.

A handwritten signature in blue ink, appearing to read "Kevin R. Farrington", is written over a horizontal line.

Kevin R. Farrington, P.E.
City Engineer



MUNICIPAL LIGHTING DEPARTMENT
(A Municipally Owned and Operated Power System)
Plattsburgh, New York

William J. Treacy, P.E.
Manager

6 Miller Street
Plattsburgh, New York 12901
518-563-2200
Fax: 518-563-6690

Date: April 4, 2013

To: Mayor Donald M. Kasprzak

From: Bill Treacy, Manager 

Subj: NYMPA 16th Annual Meeting

As Manager of the Municipal Lighting Department, I hereby requests permission to attend the NYMPA 16th Annual Meeting on the May 14-15, 2013 to be held in East Syracuse, NY at an estimated cost of \$ 329.00. If you have any questions, please contact me.

Atch: 2

cc: Councilor Jackson, MLD Liaison
Kelly Clookey, Finance Director
Travel File



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held April 11th, 2013, the following resolution was adopted:

By Councilor _____ ; Seconded by Councilor _____

WHEREAS, the following resolution was adopted on April 11th, 2013, and

WHEREAS, the Capital Expenditure Plan adopted January 13th, 2011, includes a Public Service Buildings category, and

WHEREAS, the Engineering and Planning Department has established a 2011 Public Service Building Improvements Project that is included in the Capital Plan adopted January 13th, 2011, and

WHEREAS, the cost of the 2011 Public Service Building Improvements was estimated by the Engineering and Planning Department to provide for the costs for the project during 2011 and the Public Works Superintendent has now requested to reallocate the cost for a portion lighting improvements capital expenditures to allow for repairs to a furnace, as follows:

	2011 Capital Plan	2011 Estimated Cost	2013 Revised Cost
Fire Stations #1 Roof Replacement	\$ 100,000	\$ 100,000	\$ 100,000
Public Works Lighting Improvements	50,000	50,000	40,000
Public Works Furnace Repairs	-	-	10,000
Library Repairs	<u>100,000</u>	<u>100,000</u>	<u>100,000</u>
Total	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>
Project Funding:			
General Fund Serial Bonds	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>
Total	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 11th day of April, 2013, as follows:

- 1) That, the amount of Two Hundred Fifty Thousand and 00/100 (\$250,000.00) Dollars has been and it is hereby reauthorized to the Capital Project **2011 Public Service Building Improvements Project (H3410.36)** for the cost of the capital cost described above and is hereby reauthorized to be expended for such purpose.
- 2) That, Two Hundred Fifty Thousand and 00/100 (\$250,000.00) Dollars of such appropriation has been provided by Serial Bonds issued by the City of Plattsburgh in 2011 and are funded by the General Fund for the debt service requirement over the term of the bonds.
- 3) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



Plattsburgh, New York

Jonathan P. Ruff, P.E.
Environmental Manager

41 City Hall Place
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
ruffj@cityofplattsburgh-ny.gov

April 8, 2013

To: Mayor Kasprzak and Members
Of the Common Council

Fr: Jonathan Ruff

Re: Mead Dam

DEC has required that the inspection and monitoring plan for Mead Dam be updated, that formal inspections be increased, and that ground penetrating radar be used to determine whether there are subsurface concerns while the status of the dam is being evaluated.

Attached is a proposal from CHA for performing this work on an hourly basis not to exceed \$18,250.

It is respectfully requested that the work be agreed to and authorized. The source of funds will be the Mead Capital Project.

Please contact me if you have any questions.



April 4, 2013

Mr. Jonathan Ruff, P.E.
Environmental Manager
City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901

**RE: Inspection and Monitoring Services for the Mead Reservoir Dam
West Plattsburgh, New York
CHA Proposal No.: X37451-P2**

Dear Jon:

We are pleased to provide you with our proposal for developing and implementing an inspection and monitoring plan for the spillway chute at the Mead Reservoir Dam while the City relooks at water supply options.

Our Scope of Services, Project Schedule and Schedule of Fees are presented in Exhibits A, B and C, respectively. We trust that this information is consistent with your project goals and objectives. Enclosed are two copies of our Extra Work Authorization. If this proposal is acceptable to you, please sign the two originals, retain one for your file, and return one to this office.

If you have any questions regarding this proposal, do not hesitate to contact me at (518) 453-2851. We look forward to working with you towards the successful completion of this project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Warren A. Harris, IV, P.E.', with a stylized flourish at the end.

Warren A. Harris, IV, P.E.
Vice President – Dam Safety

WAH/kea
Attachments

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EXHIBIT A SCOPE OF SERVICES

PROJECT BACKGROUND

Since 2007, CHA has been retained by the City of Plattsburgh (City) to conduct inspections, an Engineering Assessment, permitting of rehabilitation plans and development of construction plans and project manual for rehabilitation of the Mead Reservoir Dam. Recent bid results make it necessary to re-evaluate the project. Because of the deteriorated condition of the spillway chute slab, an inspection and monitoring program is prudent while the rehabilitation plan is being revisited.

SCOPE OF WORK

CHA will complete the scope of work outlined in the following tasks as part of the Mead Spillway Chute Inspection and Monitoring Plan:

Task 1— Develop and Implement an Inspection Plan

CHA will update the Inspection and Maintenance Plan specific to the spillway chute at Mead Reservoir Dam. This plan will incorporate:

- specific observations to be made;
- the frequency with which to make these observations; and
- include forms to provide consistent documentation of conditions observed.

CHA will meet with City personnel who will be responsible for the majority of the inspections, to describe specific observations to make, and provide input on how best to document conditions for detection of changes in conditions.

Task 2 — Perform Ground Penetrating Radar Survey

In July 2009, CHA performed a ground penetrating radar survey that was able to detect voids beneath the spillway chute slab that were not visible from above the slab. A subsequent grouting program took place in September 2009. We believe this voiding was the result of uncontrolled seepage beneath the spillway slabs, a condition that has been documented, and repaired several times in the dam's lifetime. Therefore, as part of the inspection and monitoring program, CHA recommends annual GPR surveys of the spillway chute to determine if deterioration is occurring below the repair work performed in 2009 or in other areas of the chute.

The GPR survey will be conducted in the same manner as the 2009 survey, in which data were acquired along a 10 foot grid of survey lines with varying frequency electromagnetic signal with each frequency signal providing a different optimal range of resolution. While we expect voiding will be between the slab/soil contact as seen in the past, this method of survey, will detect deterioration in the foundation soils if present as well.



Task 3 — Perform Field Inspections

CHA will provide approximately quarterly visual inspections to supplement the inspections made by City Personnel. During these inspections, CHA, at the City's request, will meet with City personnel to discuss their observations and review inspection documentation for comparison with our "independent" inspection. CHA will document these observations on the same forms as provided to the City for their use, and copies will be sent to the City for their records.

In addition to the quarterly inspections, CHA will make additional site visits for visual inspection on an as needed basis following large rainstorm events. In the current Inspection and Maintenance Plan, large rainstorms are defined as 3 inches of rainfall in 24 hours, or 1 inch of rainfall in 1 hour.



EXHIBIT B

PROJECT SCHEDULE

CHA will perform Task 1 within 2 weeks of receiving Notice to Proceed. We will schedule a meeting in Plattsburgh at your convenience to review the plan with the City personnel who will be making periodic inspections.

Task 2 will be scheduled as soon as water can be diverted from the spillway. In July 2009, the City placed sandbags to contain normal flow to provide the dry spillway needed for the GPR survey. We anticipate the earliest this work will be performed is in May after spring runoff has subsided.

Task 3 will be initiated following the meeting to review the inspection plan prepared as part of Task 1. We will schedule quarterly inspections as appropriate with City staff so we can meet to discuss City observations while on site.



**EXHIBIT C
SCHEDULE OF FEES**

We propose to be compensated for the services outlined in Exhibit A and according to the schedule in Exhibit B on an hourly not to exceed basis for each task as follows:

Task	Description	Task Fee
1	Develop and Implement an Inspection Plan (includes one inspection)	\$5,000.00
2	Perform GPR Survey	\$8,000.00
3	Perform Inspections (assumes quarterly through spring 2014 – 3 inspections after Task 1)*	\$5,250.00
Total =		\$18,250.00

* If construction modifications to the spillway are delayed past the spring of 2014, additional site inspections will be made quarterly at a per visit rate of approximately \$1,750.00.

Date: April 4, 2013PROJECT No. 22508Extra Work No. 1**EXTRA WORK AUTHORIZATION**

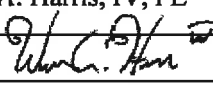
In accordance with the written Contract dated February 9, 2011 between the parties designated below for:

THE PROJECT: Mead Reservoir Dam Inspection and Monitoring Services**THE CLIENT:** City of Plattsburgh

hereby authorizes the Engineer to proceed with additional services as follows:

SCOPE OF SERVICES:See attached Exhibit A**SCHEDULE:**See attached Exhibit B**FEE**See attached Exhibit C

Upon return of a fully-executed authorization, this Supplement shall become a part of the Agreement identified above.

APPROVED BY: ENGINEER	APPROVED BY: CLIENT
NAME: Warren A. Harris, IV, PE	NAME:
SIGNATURE: 	SIGNATURE:
TITLE: Vice President	TITLE:
DATE: 04-04-13	DATE:



Plattsburgh, New York

Jonathan P. Ruff, P.E.
Environmental Manager

41 City Hall Place
Plattsburgh, NY 12901
Phone: 518-536-7519
Fax: 518-563-6083
ruffj@cityofplattsburgh-ny.gov

April 8, 2013

To: Mayor Kasprzak and Members
Of the Common Council

Fr: Jonathan Ruff

Re: Mead Dam

Components of the analysis that need to be performed for the future of the water system include:

- Performing Value Engineering on the existing Mead design to determine ways to reduce the replacement cost.
- Evaluating alternatives to replacement.
- Estimating costs for decommissioning the dams in the event that alternative sources of water are pursued.

Attached is a proposal from CHA for performing the work for an amount not to exceed \$9,900.

It is respectfully requested that the Council agree to and authorize the work. The source funds will be the Mead Capital Project.

Please contact me if you have any questions.

c: Richard Marks



April 8, 2013

Mr. Jonathan Ruff, P.E.
Environmental Manager
City of Plattsburgh
41 City Hall Place
Plattsburgh, NY 12901

**RE: Value Engineering and Alternative Design Analysis for the Mead Reservoir Dam
West Plattsburgh, New York
CHA Proposal No.: X37458-P1**

Dear Jon:

We are pleased to provide you with our proposal for performing value engineering of the construction documents and expanding the alternatives design analysis for the Mead Reservoir Dam rehabilitation project.

Our Scope of Services, Project Schedule and Schedule of Fees are presented in Exhibits A, B and C, respectively. We trust that this information is consistent with your project goals and objectives. Enclosed are two copies of our Extra Work Authorization. If this proposal is acceptable to you, please sign the two originals, retain one for your file, and return one to this office.

If you have any questions regarding this proposal, do not hesitate to contact me at (518) 453-2851. We look forward to working with you towards the successful completion of this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Warren A. Harris, IV".

Warren A. Harris, IV, P.E.
Vice President – Dam Safety

WAH/kea
Attachments

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EXHIBIT A SCOPE OF SERVICES

PROJECT BACKGROUND

In January 2013, CHA prepared construction level drawings for the Mead Reservoir Dam presenting modifications and repairs needed to bring the dam into compliance with current New York State Dam Safety Regulations. The project was recently put out to bid and the contractors' cost to construct the modification and repairs as shown in the construction drawings was greater than what the City of Plattsburgh (City) currently has budgeted for the project. The City has requested that CHA perform a value engineering evaluation of the current construction documents and prepare an alternative design analysis report to assist the City in their decision as to how to move ahead. We will also provide information on the possible decommissioning of the dam(s) (i.e., Mead Reservoir Dam, and West Brook Nos. 1 and 2 Dams).

SCOPE OF WORK

CHA will complete the scope of work outlined in the following tasks as part of the proposed alternatives analysis:

Task 1 – Value Engineering

CHA will perform a value engineering evaluation with the apparent low bidder (Luck Brothers) and our internal design team as two ways to possibly trim the total cost of the project, while maintaining the same primary infrastructure upgrades of a new spillway that provides adequate spillway capacity. The evaluation will look at eliminating non-essential improvements from the scope and different construction approaches. These will include but not be limited to:

- Remove Scope - Removing the Water Main Replacement Portion of the project.
- Remove Scope - Remove the rust inhibitor from the concrete mixture.
- Change Approach – Approach the construction of the trapezoidal labyrinth weir, spillway chute and stilling basin in an open cut fashion rather than braced excavation.

CHA will present the value engineering evaluation in the form of a matrix presenting relevant information for each item identified as well as a brief narrative describing each the pros and cons and estimated construction cost difference.

Task 2 – Spillway Design Alternatives

The January 2013 construction drawings show the replacement of the existing concrete structure with a new trapezoidal labyrinth weir and spillway chute designed to safely pass the spillway design flood (SDF), which is 50% of the probable maximum flood based on the dam's classification as a High Hazard, Class 'C' structure without overtopping the dam. As part of the engineering assessment performed for the Mead Reservoir Dam this design was proposed as the best alternative. During the



performance of the engineering assessment certain alternatives were vetted based on regulatory compliance, economics, longevity and the impacts on the resource of the water supply. Based on the current project status these alternatives will be reconsidered and any new options evaluated. CHA proposes to consider the following alternatives:

- Repairing the Existing Spillway and constructing an auxiliary spillway on the left or right abutments.
- Repairing the Existing Spillway and constructing a parapet wall along the dam crest to effectively raise the dam crest elevation.
- Lowering the spillway crest elevation to increase storm storage capacity, and reduce the width of a new spillway.

Each of the design alternatives will be evaluated based on their ability to safely pass the SDF and meet the drawdown requirements in the NYSDEC Guidelines, constructability, expected maintenance requirements, longevity and impact on the water supply and costs.

CHA will present the alternatives analysis in the form of a matrix presenting relevant information for each alternative as well as a brief narrative describing each alternative including pros and cons, and estimated construction cost.

Task 3 – Dam Removal

CHA will evaluate the cost of removing the Mead Reservoir Dam and the West Brook Nos 1 and 2 Reservoir Dams. This will enable the City to add the cost of decommissioning the dams into the option of changing from a reservoir based water system to a Lake fed system.

Decommissioning a dam is more complex than simply removing enough of the dam to let water pass without impounding a water body. Included in a decommissioning design and permitting, are the following tasks:

- Sediment control either by removal or insitu stabilization.
- Stream restoration through the reservoir footprint to as pre-dam a natural condition as possible.
- Wetland mitigation for wetland impacts.
- Wildlife mitigation for habitat impacts.
- Long term monitoring of any mitigation and the restoration and stabilization to ensure that natural stabilization has occurred and is environmentally sustainable.

Based on historic drawings, and the relative sizes of the dams compared to the valleys they span, we anticipate that removal will result in removal of the majority if not all earthen embankment fill. Therefore, we will prepare our cost estimates based on all fill being removed.

A preliminary assessment of the downstream impacts associated with the dam removal alternative will be made so the City can consider any changes in flood control that may be made by the removal of the dams.

We will incorporate the results of the removal option evaluation into a similar matrix as described in Task 1 and 2.



We have assumed that we will have one meeting with the City to review the alternatives we are evaluating and get the City's input on the weight to some of the pros and cons of the alternatives.

**EXHIBIT B
PROJECT SCHEDULE**

CHA is ready to begin this task upon receiving notice to proceed. We will provide the results of our evaluation no later than the end of June 2013 provided we have notice to proceed by the end of April 2013. This will allow the City to make a decision, and possibly bid one or more of the dam projects (Mead and/or the West Brook Nos. 1 and 2 dams) for the 2014 construction season.

**EXHIBIT C
SCHEDULE OF FEES**

We propose to be compensated for the services outlined in Exhibit A and according to the schedule in Exhibit B on a not to exceed basis for each task as follows:

Task	Description	Task Fee
1	Value Engineering	\$1,400
2	Spillway Design Alternatives	\$5,500
3	Dam Removal	\$3,000
		\$9,900



Date: April 8, 2013

PROJECT No. 22508

Extra Work No. 2

EXTRA WORK AUTHORIZATION

In accordance with the written Contract dated **February 9, 2011** between the parties designated below for:

THE PROJECT: Mead Reservoir Dam Value Engineering/Alternative Analysis

THE CLIENT: City of Plattsburgh

hereby authorizes the Engineer to proceed with additional services as follows:

SCOPE OF SERVICES:

See attached letter dated 4/8/13

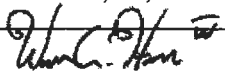
SCHEDULE:

See attached letter dated 4/8/13

FEE

See attached letter dated 4/8/13

Upon return of a fully-executed authorization, this Supplement shall become a part of the Agreement identified above.

APPROVED BY: ENGINEER	APPROVED BY: CLIENT
NAME: Warren A. Harris, IV, PE	NAME:
SIGNATURE: 	SIGNATURE:
TITLE: Vice President	TITLE:
DATE: 04-08-13	DATE: